

W-2 C&I Committee, Workgroups and DWS TANF Forum

Draft revised 5/20/04

1) W-2 Contract and Implementation (C&I) Committee

- Purpose: Provide input from W-2 agencies to the DWS Administrator on W-2 Contracts issues. C&I input is advisory to DWS.
- Meeting Frequency: Monthly, 10:00 a.m. – 12:00 noon, on the third Friday of the month after the Income Maintenance Advisory Committee (IMAC) meeting on the previous day to help county W-2 agencies coordinate travel.
- Members: All W-2 agencies are invited to the C & I meetings.
- Chair: DWS Administrator (or the Administrator's designee when the Administrator is not available).
- Lead staff: Jude Morse, DWS/Bureau of Partner Services.

2) Workgroups for the C & I

- Purpose: DWS will establish standing and ad hoc workgroups to focus more extensively on some topics. The standing and ad hoc workgroups will be advisory to DWS. The ad hoc workgroups will be established as time limited, issue (or topic) oriented workgroups.
- Members:
 - DWS will appoint W-2 agency members from the various types of W-2 agencies and interested advocate members to the workgroups.
 - DWS will coordinate county W-2 agencies' representation on the workgroups with the Wisconsin Counties Human Services Association (WCHSA).

A) Standing workgroups will be:

1) W-2 Focus Group

- Purpose: Provide feedback to DWS on draft Admin Memos, draft Ops Memos, draft Monitoring Plan materials, policy and/or procedural ideas, etc.
- Lead staff: Jude Morse, DWS/Bureau of Partner Service (BPS).

2) Program Connections Committee

- Purpose: Provide coordination between DWD, DHFS, W-2 agencies and county IM agencies on W-2, IM, Child Care, Child Welfare and other work-based programs operational issues.
- Lead staff: Edie Sprehn, DWS/Bureau of Partner Services (BPS), with Gerry Mayhew, DWS/BPS back-up.
- Coordination with DHFS: DWS will request DHFS' involvement in this Workgroup, and some of the membership of this Workgroup will overlap with IMAC.

3) W-2 Reports and Information Users Group

- Purpose: Identify the W-2 reports and information needs of users and to provide a forum for the discussion of local training needs related to reports and information.
- Lead staff: Anna Oehler and Bonnie Nagel, DWS/Bureau of Workforce Information (BWI).

B) DWS established the following ad hoc workgroup so far:

1) W-2 Projections Workgroup

- Purpose: Provide input to DWS on projecting 2004-05 W-2 Contract costs, identifying underlying trends that impact on costs, and identifying factors that impact on capacity to modify costs.
- Lead: Ron Hunt, DWS/Deputy Administrator.

DWS is establishing the following ad hoc workgroups:

1) Performance Standards Workgroup

- Purpose: Provide input to DWS on Performance Standards for the next W-2 Contract, including identifying what are appropriate outcomes for the W-2 and Related Programs.
- Lead staff: Jane Kahl, DWS/Bureau of Workforce Programs (BWP), with Fred Bartol, DWS/BWP back-up.

2) Case Transfer Workgroup

- Purpose: Provide input to DWS on Milwaukee and balance of state case transfer issues, including the impact of case transfers on: Performance Standards; Benefits payments; agency of record; and coordination between IM and W-2.
- Lead staff: Brenda Bell-White, DWS/Bureau of Partner Services (BPS)/Milwaukee Regional Office.

3) Workload Impact Workgroup

- Purpose: Make recommendations to DWS on activities, procedures, etc. for agencies to modify in order to reduce agency workload without negatively impacting on the integrity of the W-2 and Related Programs.
- Lead staff: Karen Messinger, DWS/Bureau of Partner Services (BPS)/Waukesha Regional Office.

4) Contracts Workgroup

- Purpose: Provide input to DWS on proposed W-2 Contract language, including draft allocation methodologies and other contract provisions.
- Lead staff: Jacquie Piraino, DWS/Bureau of Division-wide Services (BDS), with Joan Larson, DWS/BDS back-up.

3) DWS TANF Forum

- Purpose: Provide input to DWS on direction, philosophical purposes, etc. of TANF programs administered by DWS for low income working families. The DWS TANF Forum will be advisory to DWS.
- Meeting Frequency: Quarterly with the first meeting scheduled in June or July 2004.
- Members: DWS will appoint DWS TANF Forum members from representative W-2 advocates, agencies and other interested stakeholders.
- Agenda: The agenda will be determined by DWS with input from advocates, agencies and other stakeholders.
- Chair: DWS Administrator.
- Lead staff: Janice Peters, DWS/Bureau of Workforce Programs (BWP), with Jude Morse, DWS/Bureau of Partner Services (BPS), back-up.